

VIDA Candidate Application Checklist

Applicant's name: _____

Intermediary name: _____

Asset purchase goal: ☐ Home ☐ Business ☐ Education (_self,_spouse,_child)

√	Item	Comments
	Application <input type="checkbox"/> Information complete <input type="checkbox"/> Signed by applicant <input type="checkbox"/> Signed by intermediary <input type="checkbox"/> Number of adults in home _____ <input type="checkbox"/> Number of children in home _____ <input type="checkbox"/> Asset amount(s) do not exceed \$10K <input type="checkbox"/> If Wachovia account, application attached	
	Saver agreement <input type="checkbox"/> Beneficiary information complete <input type="checkbox"/> Signed by applicant	
	Picture Id with signature	
	Credit score <input type="checkbox"/> Dated within six months	
	Credit report <input type="checkbox"/> Dated within six months <input type="checkbox"/> If homeownership saver, there are no active mortgage accounts on the credit report for the last three years	
	\$25.00 <input type="checkbox"/> Cashier's check # _____ amount _____ <input type="checkbox"/> Money order, amount _____	
	Federal tax records <input type="checkbox"/> For the previous year <input type="checkbox"/> Number of dependents match application <input type="checkbox"/> If homeownership saver, there is no mortgage interest reported on tax returns <input type="checkbox"/> Existing business owners must attach their most current Profit and Loss Statement and formal balance sheet	
	Paystubs or income statements <input type="checkbox"/> For entire household <input type="checkbox"/> Household is income eligible (see income limits)	
	<input type="checkbox"/> Personal budget attached	

DHCD Use

Review Session Results: ☐ Accept ☐ Deny ☐ Need additional information

Bank: ☐ Wachovia ☐ BB&T

Database: ☐ VIDA ☐ AFI